

**CYPRESS POINT ABC  
STRATA PLAN NW2050**

Strata Council Meeting  
Wednesday, October 24, 2007

1. **PRESENT:** Tom Hargraves   Larry Makutra  
Maureen Buchanan   Gordon Farrell   Joanne Parkinson   Cheryl Jones  
Corinne Inglis
2. **CALL TO ORDER:** 7:04 PM
3. **ADOPTION OF MINUTES**
  - a. September 26, 2007 - Approved
4. **COMMITTEE REPORTS**
  - a. **Social**
    - Council received a thank you card from an owner
    - Cards sent to owners for a variety of occasions
    - Please email or call the office regarding upcoming birthdays, anniversaries and special occasions that we may celebrate these occasions with you.
  - b. **Grounds and Gardening**

We met with Bartlett on Tuesday, October 2<sup>nd</sup>. A tree replanting program has been submitted to the City of Richmond. Verbal approval has been received but we have been advised that any future replacement trees cannot be ornamentals.
  - c. **Fire & Security**
    1. Fire Plan and Fire Marshals

Fire Marshals - Cheryl has scheduled a meeting for her Emergency Response Team for November 7th
    2. Block Watch - Deferred

3. Security - The new security company is under instruction to clear all facilities at 11:00PM and lock the doors behind them.

**d. Maintenance**

1. Reconstruction of the suites damaged by fire will begin shortly as the contract has now been awarded. The deductible amount of \$1,000.00 will be billed back to the suite responsible for causing the fire. The owner of that suite can pass on this invoice to their insurer.
2. We are waiting to be advised of a date that window maintenance will begin.
3. A budget quotation has been received to replace all of the hallway carpet throughout the buildings (approximately \$95,000.00 to \$115,000.00) and a separate price has been received for carpet replacement in the lounge (approximately \$10,000.00 to replacing the existing wool carpet). Council agreed that these items will be deferred for a year or two and that they would like to proceed with the refurbish of the lobbies first. A designer will be contracted up to a maximum of \$1,000.00 to assist with the selections of tile, fabric for the seating and new coffee tables.
4. Council to discuss replacing the office deadbolt lock with a door knob or fob. No changes to be made at this time.
5. Repiping of the recirc lines in Buildings A, B & C have been completed. The handyman is currently on site in Building B and will begin to repair all ceilings in the three buildings. He will then begin to repaint the walls of the flooded areas in the change rooms and exercise room.
6. No date has been set for RJC re providing us with a warranty maintenance inspection regarding the remediation work. This date may be January or February of 2008.

**e. Shared Facilities**

1. Council has received a quotation to install a watermatic

system on the spa at the pool. This system measures chlorine and pH levels and automatically adjusts them throughout the day. Last year we installed a similar system at the pool. Council approved adding this as a line item on the 2008 budget

2. The cleaning staff are reporting that someone used regular dish soap instead of dishwasher soap in the dishwasher at the lounge which may have ruined it. They feel we need to call someone in to check the dishwasher. Council will run the dishwasher with clear water first to see if this corrects the problem. A note will be put on the dishwasher to advise all users to only use dishwasher soap and no other.
3. Council requested a quote for Satellite X4 on the roof to supplement our current programming as most are now changing to digital from analog. Deferred.
4. Orb suggested that we consider supplying switcher boxes to the owners for a price (less expensive than radio shack) and that we also consider supplying the cable required to hook up the TVs and satellite. Council declined this offer.
5. We are now in receipt of the insurance policy endorsement which reflects the addition of strata's NW1868, NW 1942 and NW 20990 as Additional Insured's with respect to Shared Facilities.

#### **ICE CAMPAIGN - (In Case of Emergency)**

We all carry our mobile phones with names and numbers stored in its memory, but nobody but ourselves knows which of these numbers belong to our closest family or friends. In an emergency situation, please program your mobile phone with emergency numbers and store them as "ICE". For more than one contact name simply enter ICE 1, ICE2 and ICE3.

#### **6. NEW BUSINESS**

- a. If you are installing or have installed high speed internet in your home you may need to purchase a Potts Filter from your

high speed source or it may interfere with the enterphone system in your suite. The signals are now so strong that the filter the Strata Corporation installed is no longer enough protection. Also, sometimes some phones in your suite will ring while others will not.

b. New form to be developed regarding chimney inspections? (in the past seven years, we have only had one inquiry as to what was done or not done in a suite). Council declined. Please contact the office if you have any questions.

## **6. OLD BUSINESS**

## **7. CORRESPONDENCE**

### **Incoming**

- a. Letter received from an owner stating that no notice of upcoming inspections in the building were posted. The owner missed seeing the notices in the minutes of the previous month and was absent when they were posted in the buildings.
- b. Letter received from an owner requesting permission to park a motorcycle in his parking stall. An email vote approved this request.
- c. Letter and email received from an owner concerned that complaints being made by owners are not justified and may be racially motivated. Council was able to confirm that there was no racial motivation as one of the complainants is of the same race.

### **Outgoing**

- a. Letter to an owner regarding the placement of a screw on the timer in the men's sauna to keep it on longer. Council will ask if there are any options to keep the sauna timer on longer. The placement of a screw on the timer may burn it out.
- b. Letter sent to one owner imposing fines regarding not providing 'proof of inspection' regarding chimney inspections and cleaning and fire alarm testing.

## **8. FINANCIALS**

Accounts Receivable.

a. Accounts Receivable as of October 15<sup>th</sup>, 2007 is \$2,989.75

Parking 3 suites

Move In 1 suite

Locker 2 suites

Strata Fees 2 suites

Late Fees/Fines 6 suites

Other 3 suites

b. July & August Financials - Approved with corrections

c. September Financials just received.

d. Cypress August SF statement has been issued.

e. Woodridge SF statement has been received.

## **9. OTHER BUSINESS**

a. The date for the AGM has been set for Wednesday, December 5, 2007

b. Tony Gioventu from CHOA will be asked to preside.

c. The next budget meeting will be held on Nov 6 Council agreed that these

items will be deferred for a year or two.

## **10. E-MAIL VOTES**

\* A suite requested permission to temporarily rent their one bedroom suite for 6 months to a family of three people. Council denied this request as it contravenes the Bylaws.

\*An owner requested parking of a motorcycle and a car in an owners parking

stall. Council approved this request.

\*Council approved providing Imperial Security with a garage remote so that

they could provide a patrol of all parkades.

## **11. MEETING ADJOURNED: 9:30PM**

**12. NEXT MEETING:** Wednesday, November 28, 2007